

**Mendocino College Academic Senate
MEETING AGENDA
January 27, 2022
12:30 - 2:30 pm**

Library and Learning Resource Center Room 4210
1211 Del Mar Drive, Fort Bragg, California
and

via mendocino-edu.zoom:

<https://mendocino-edu.zoom.us/j/98801365273?pwd=M3hFR0RXUldXNmExa1RyR0ZZQkNqdz09>

Meeting ID: 988 0136 5273 and Passcode: 745728 or dial: +1 669 900 9128 US.

The Mendocino College Academic Senate will provide individuals with disabilities reasonable accommodations including alternate accessible versions of meeting materials in a timely manner. To request accommodation, please contact Academic Senate President, [Catherine Indermill](#) (707-468-3001) at least 24 hours prior to the meeting to arrange accommodation.

I. Call to Order

II. Approval of the Agenda

III. Public Comment

Members of the public may address the Senate on any agenda item after being recognized by the Chair. Due to the brevity of the meeting and the length of most agendas, the total amount of time for public comment will be limited to 3 minutes per individual.

Note: as this meeting is being made available via zoom ([mendocino-edu.zoom](#)) members of the public are invited to join the meeting and provide comments. Using the *chat feature*, please state that you wish to make a comment and you will be called on, in order, at the appropriate time.

IV. Approval of Minutes

A. Regular Meeting December 9, 2022

V. Consent Agenda

A. None

VI. Unfinished Business

A. District-wide Transition Update - Information and Discussion

(10 minutes)

President Indermill will provide an update on the status of the District's COVID-19 response and plans for Spring 2022

- MendoMobil
- Contact tracing and notifications

B. Executive Department for the State of California: Executive Orders N-29-20 and N-08-21 Update - Information, Discussion and Action

(5 minutes)

California State Assembly Bill 361 suspends some of the requirements of Executive Order N-08-21. President Indermill will review and make a recommendation for the Academic Senate meeting scheduled February 17, 2022.

- C. Academic Senate 2021 - 2022 Goals Update - Information and Discussion**
(15 minutes)
President Indermill and senators will provide pertinent updates to the goals they have been assigned to lead
- D. California Community Colleges Chancellor's Office Diversity, Equity and Inclusion Task Force - Information and Discussion**
(10 minutes)
Senators will report on pertinent committee work related to the [DEI Summary Report](#)
- E. Academic Senate Resolution F'21 - 01: Faculty Adoption of a Native American Land Acknowledgement - Second Reading - Information, Discussion and possible Action**
(15 minutes)
Senator Heston-Becthol and Vice President Buccelli will present a revised resolution for the second reading

VII. New Business

- A. Academic Senate Resolution S'22 - 01: Support for District Adoption of a Native American Land Acknowledgement - First Reading - Information & Discussion**
(15 minutes)
Senators Heston-Becthol and Rall will present the resolution for a first reading
- B. Screening Committee Appointments**
(5 minutes)
President Indermill will present the volunteers for forthcoming Selection Committees
- Full Time Faculty - Physical Therapy Assistant Program
 - Administrative Assistant I - Student Services
 - Assistant Director of Employer Partnership for Shasta College
- C. Grading and Academic Records Symbols - Administrative Procedure 4230.1 - Information and Discussion**
(Time Certain at 2:00 - 10 minutes)
Professors Sarah Walsh (English as a Second Language) and Tascha Whetzel (Learning Disabilities Specialist) will provide information about recommendations to revise [Administrative Procedure 4230.1](#) to better serve students in non-credit courses
- D. Academic Senate Vacancy - Information, Discussion and possible Action**
(10 minutes)
President Indermill will discuss the pending vacancy on the Academic Senate due to the resignation of Vice President Buccelli. In accordance with the Academic Senate Constitution a replacement shall be appointed from current full-time faculty senators.

VIII. Standing Items - No Updates will be provided

- A. AB 705**
B. Guided Pathways
C. California Community Colleges Chancellor's Office Call to Action

IX. Reports - Information and Discussion

- (10 minutes)
- A. Senator Reports**
Senators may provide information on work, activities they have participated in on behalf of their constituent group and the Academic Senate
- B. Academic Senate President's Report**
A report will be provided for information and discussion

X. Open Forum

Members of the public, as well as senators, may address the senate with comments that are within the purview of the Academic Senate. The total amount of time allotted will be determined and announced by the chair based upon the scheduled adjournment time.

XI. Adjournment

(Approved Academic Senate and Faculty* Meeting Schedule: February 10*, February 17, March 3*, March 10, March 24*, March 31, April 21*, April 28, May 12*, May 19)

**Academic Senate Agenda Supporting Documents
January 27, 2022**

VI. Unfinished Business

C. Academic Senate 2021 - 2022 Goals Update

**Academic Senate 2021 - 2022 Goals
Approved
October 7, 2021**

Goal #1: Constitution Review

Review the Mendocino College Academic Senate Constitution for accuracy, best practices and currency.

- Senator Leads: Indermill and Allen

Goal #2: Bylaws Review

Review the Mendocino College Academic Senate Bylaws for accuracy, best practices and currency. Include the revisions to Article VI, Sections 1 and 2 approved May 2021

- Senator Leads: Indermill and Allen

Goal #3: BoardDocs

Review and determine best practices on how to use it for senate agendas and minutes. Coordinate senator training.

- Senator Leads: Heston-Bectol and Wright

Goal #4: Native American Land Acknowledgement

Research and consider the adoption of a local Native American Land Acknowledgment.

- Senator Leads: Indermill and Heston-Bechtol

Goal #5: Native American Resolution

Review the draft developed last year, consider revisions, updates and adoption

- Senator Leads: Buccelli and Rall

Goal #6: Diversity, Equity and Inclusion Committee Communication

Review the *California Community College Diversity, Equity and Inclusion Report*, align the *Strategies* and *Best Practices* with each decision-making committee and share with chairs and/or committee members to determine what has been accomplished and what should be addressed.

- Senator Leads: Indermill and Zuber

VI. Unfinished Business

E. Academic Senate Resolution F'21 - 01: Faculty Adoption of a Native American Land Acknowledgement

Academic Senate Resolution F'21 - 01 was revised to reflect the recommendation made at the December 9, 2021 first reading. The tracked changes are included on the initial [Resolution F'21 - 01](#). Inserted below are the revisions without tracking.

**Mendocino College Academic Senate Resolution F'21 - 01
Faculty Adoption of a Native American Land Acknowledgement**

Sponsors / Contacts: Pamela Heston-Bechtol

Academic Senate Representative: Ginny Buccelli

Academic Senate First Reading: December 9, 2021

Academic Second Reading:

Decision: APPROVED / FAILED

Vote Count (list names of senators):

YEAS:

NAYS:

ABSTENTIONS:

ABSENT:

Whereas, Mendocino - Lake Community College District boundaries reside within traditional Native Lands

Whereas, the First Nations of Lake and Mendocino Counties are Cahto, Concow, Pit River, Nomlaki, Pomo, Sinkyone, Wailacki, and Yuki

Whereas, The Mendocino College Academic Senate recognizes the injustices and atrocities committed against the local Indigenous Peoples;

Whereas, The recognition of the rightful stewards of the lands in which the District resides will foster diversity, equity, inclusion, accessibility and student success;

Whereas, The Mendocino College Academic Senate has purview for academic and professional matters, such as "student preparation and success" (Title 5 section 53200);

Whereas, supporting student success includes recognizing and respecting their local cultural backgrounds;

Whereas, The recognition of the rightful stewards of the lands in which the District resides will foster diversity, equity, inclusion, accessibility and student success;

Whereas, The Mendocino College Academic Senate recognizes the injustices and atrocities committed against the local Indigenous Peoples;

Therefore be it resolved, The Mendocino College Academic Senate adopt a *Land Acknowledgement* (attached) to be included at all meetings;

And therefore be it resolved, The Mendocino College Academic Senate recommends faculty include this or a similar *Land Acknowledgement* in class materials (such as syllabi, welcome announcements) and faculty sponsored events.

And Therefore be it finally resolved, The Mendocino College Academic Senate recommends that the Mendocino - Lake Community College District Board of Trustees adopt a similar Land Acknowledgement to be included at public meetings.

Attachment:

The Mendocino College Academic Senate collectively acknowledges that the Mendocino-Lake Community College District occupies the ancestral, traditional, and contemporary Lands of the local First Nations: Cahto, Concow, Pit River, Nomlaki, Pomo, Sinkyone, Wailacki, and Yuki. We recognize, support, and advocate for their sovereignty

We acknowledge all Indigenous Peoples who have called Lake and Mendocino Counties their home for thousands of years, and their efforts to revive and cultivate their cultures, languages, and identities despite the atrocities committed against them. The Mendocino College Academic Senate is committed to ending these struggles and racist experiences within the district.

We recognize, honor, and respect these nations as the traditional stewards of the lands and water on which the District is now present. Lastly, we thank them for their strength, perseverance and resilience.

By offering this Land Acknowledgement, we affirm Indigenous sovereignty and will work to hold Mendocino College Academic Senate more accountable to the educational needs of local First Nations and Indigenous Peoples.

Action Planning:

Resolution and Land Acknowledgement will be sent to all full- and part-time faculty no later than _____, by the Academic Senate President.

The Academic Senate President will include the Land Acknowledgement at the first public meeting following the adoption of the resolution.

The Land Acknowledgement will be included as an Appendix in the Academic Senate Bylaws.

On behalf of the Academic Senate:

Catherine Indermill, Academic Senate President

Ginny Buccelli, Academic Senate Vice President

_____, Academic Senator At-large

*** end ***

VII. New Business

A. Academic Senate resolution S'22 - 01: Support for District Adoption of a Native American Land Acknowledgement

**Mendocino College Academic Senate Resolution S'22 - 01
Support for District Adoption of a Native American Land Acknowledgement**

Sponsors / Contacts: Pamela Heston-Bechtol,

Academic Senate Representative: John Rall

Academic Senate First Reading: January 27, 2022

Academic Second Reading:

Decision: APPROVED / FAILED

Vote Count (list names of senators):

YEAS:

NAYS:

ABSTENTIONS:

ABSENT:

Whereas, Mendocino - Lake Community College District boundaries reside within traditional Native Lands

Whereas, the First Nations of Lake and Mendocino Counties are Cahto, Concow, Pit River, Nomlaki, Pomo, Sinkyone, Wailacki, and Yuki

Whereas, The Mendocino College Academic Senate has purview for academic and professional matters, such as "student preparation and success" (Title 5 section 53200);

Whereas, The recognition of the rightful stewards of the lands in which the District resides will foster diversity, equity, inclusion, accessibility and student success;

Whereas, The Mendocino College Academic Senate recognizes the injustices and atrocities committed against the local Indigenous Peoples;

Whereas, The Mendocino College Academic Senate has adopted a *Land Acknowledgement* to be included at public meetings (Academic Senate Resolution F'21 - 01);

Therefore be it resolved, The Mendocino College Academic Senate recommends that the Mendocino - Lake Community College District Board of Trustees adopt a similar Land Acknowledgement to be included at all public meetings and events.

Attachment:

The Mendocino College Academic Senate collectively acknowledges that the Mendocino-Lake Community College District occupies the ancestral, traditional, and contemporary Lands of the

local First Nations: Cahto, Concow, Pit River, Nomlaki, Pomo, Sinkyone, Wailacki, and Yuki. We recognize, support, and advocate for their sovereignty

We acknowledge all Indigenous Peoples who have called Lake and Mendocino Counties their home for thousands of years, and their efforts to revive and cultivate their cultures, languages, and identities despite the atrocities committed against them. The Mendocino College Academic Senate is committed to ending these struggles and racist experiences within the district.

We recognize, honor, and respect these nations as the traditional stewards of the lands and water on which the District is now present. Lastly, we thank them for their strength, perseverance and resilience.

By offering this Land Acknowledgement, we affirm Indigenous sovereignty and will work to hold Mendocino College Academic Senate more accountable to the educational needs of local First Nations and Indigenous Peoples.

Action Planning:

Sent to Superintendent/President (or designee) for a meeting scheduled on _____.

Specific Request:

(the resolves are entered here as the specific statement of request)

Meeting discussion notes and/or additional action planning decisions

(if appropriate):

Statement of Mutual Agreement:

Date of Implementation:

On behalf of our respective organizations, we have reached mutual agreement related to this resolution, as noted above.

For the Board of Trustees: For the Academic
Senate:

Tim Karas, Superintendent/President
Catherine Indermill, Academic Senate
President

_____, Vice-President _____,
Academic Senate Vice President

Date of Mutual Agreement:


*** end ***

VII. New Business

B. Screening Committee Appointments

- Instructor - Physical Therapy Assistant (non-tenure track, categorically funded) (need 3 volunteers and faculty Co-Chair)
 - Greg Allen
 - Sara Bogner
 - Joe Munoz
- Administrative Assistant I - Student Services (need 1 volunteer)
 - Fernando Calderon
- Assistant Director of Employer Partnership (need 2 volunteers)
 - Apryl Guisasola
 - David Pai
 - John Rall

This is the position VP Polak mentioned at In Service. The position will be "housed" here but will be an employee of Shasta College. They have requested our faculty participate in the hiring process.



INSTRUCTION HIGHLIGHTS:
New position —
Assistant Director of Employer Partnerships



- Position will work at and supporting Mendocino College
- Each College in the North/Far North Regional Consortium will have this position
- Employed by Shasta College as the fiscal agent for the funding from the Chancellor's Office
- Oversight provided by a Regional Director of Employer Partnerships

"The Assistant Director of Employer Partnership (ADEP) will work to accomplish three main goals:

- 1) increase work-based learning opportunities for students,
- 2) increase job placements of program completers, and
- 3) improve responsiveness to employers."

VII. New Business

C. Grading and Academic Records Symbols - Administrative Procedure 4230.1

It is recommended the *SP* grading symbol be added to the list included in AP 4230.1. According to Title 5, Section 55023, *Sp* is defined as: *Satisfactory Progress towards completion of the course (Used for noncredit courses only and is not supplanted by any other symbol.)*

SP Grading – Huge Win for Noncredit

February , 2017

Jarek Janio

Santa Ana College

On September 20, 2016, the Board of Governors approved a change to §55023 of Title 5 of the California Code of Regulations to include *SP* as an official grading designation. This evaluative symbol is defined as “Satisfactory Progress towards completion of the course (used for noncredit courses only and is not supplanted by any other symbol).” The adoption of this new grading designation was preceded by a substantial vetting process that was initiated in 2009 when the effort of establishing a grading system for all noncredit providers began. The *SP* designation completes the list of noncredit progress indicators, which already includes *P* (passing) and *NP* (no pass). These two grade indicators have been in existence but were insufficient on their own because the progress of noncredit students cannot be divided into passing and non-passing cohorts without losing track of efforts made towards attendance and course completion by students who, for a variety of reasons, cannot complete their courses in a single academic term.

Noncredit apportionment is based on positive attendance, which means that noncredit institutions are reimbursed by the state only for students who are attending classes. Because of the open entry – open exit system of attendance instituted at a majority of noncredit institutions, but not all, students are free to come and go from the class of their choosing. Students with the fewest hours of attendance earn an *NP* grade because they are not able to achieve the course outcomes in the limited time they attend. Students with *P* grades normally attend school more consistently and are able to achieve the course outcomes. The *SP* designation shows that students are progressing and have acquired some of the skills and knowledge needed to achieve course outcomes but still have work to do; they are worthy of the state reimbursement. The *SP* designation is therefore a reflection of student progress and success.

Noncredit practitioners have been waiting for recognition of the *SP* for a long time, and its official recognition is a welcome component of efforts designed to keep noncredit programs accountable while also equipping them with adequate tools to reflect their success. The *SP* indicator is a means of tracking the efforts of countless noncredit students who progress through academic programs in an

open-entry system with stops and starts along the way. The SP designation is meant for noncredit faculty to document the effort of their students, to encourage the students to pursue their education, and, ultimately, to be used as a measure of noncredit student success. The noncredit field, just like its credit counterpart, is under growing pressure to standardize itself through systems that will allow for more effective transition of students in and through academic programs into technical or vocational training and an eventual career or employment opportunity. The SP grade accomplishes all of these goals by informing students that while their road to success may be winding, their efforts and progress cannot be denied. In an effort to make noncredit more transparent, standardized, and consistent across the field, institutions offering noncredit programs have been granted an effective tool to accurately reflect on their students' success.

Note: This article was also published in the ACCE Fall 2016 Journal.

VII. New Business

D. Academic Senate Vacancy

Vice President Buccelli has submitted a notice of resignation from the Academic Senate, effective January 28, 2022. The resignation has been accepted by President Indermill. A replacement is required to complete the 2020 - 2022 term, per Academic Senate Constitution Article VI. See below (bold emphasis added):

ARTICLE VI: Resignations, Absences and Removal from Office

Section 1. Resignations

- B. **If the vice president resigns with less than three semesters** (or 51 weeks) remaining of the term, **the Academic Senate will appoint a sitting full time faculty senator to complete the term.** If more than 3 semesters (or 51 weeks) remain of the term, a special election will be held to fill the vacancy. The special election will be held within one month of the resignation; if the resignation occurs in the summer months, the election will be held within one month of the start of fall semester.

ARTICLE IV: Duties of Officers and Members and Reassigned time

Section 2. Duties of the Vice President

The Vice-President shall:

- A. Act as the President in the absence of that officer.
- B. Succeed to the presidency in the event that the President is unable to complete the term leaving it vacant
- C. Serve as a voting member of the Planning and Budgeting Committee (PBC) or other designated institutional decision-making body
- D. Serve as a voting member of the Educational Action Planning Committee (EAP)
- E. Serve as co-chair of the Enrollment Management Committee
- F. Serve as a voting member of the President's Policy Advisory Committee (PPAC), unless another senator or MCFT Executive Committee member is appointed by the Academic Senate
- G. Perform all functions normally within the realm of the elected position, including those assigned by the Academic Senate President
- H. Perform all other duties addressed in the Bylaws to this Constitution

IX. Reports

B. Academic Senate President's Report

Due to the Winter break, there have been fewer than the norm in terms of regular meetings, however work has been continuing. Meetings with **Vice Presidents Polak and/or Velasco** were increased in frequency to focus on finalizing plans for faculty-centered professional development for In-Service, as well as efforts to contact students who have yet to comply with Board Policy 2900. Numerous social media posts have been made and students have been sent emails, text messages, etc. in order to have them comply with using the MendoMobil App, so we can have a safe and healthy campus environment this Spring semester. The disenrollment of students has been occurring, as planned, and all feel poorly about it, but acknowledge the necessity of this temporary situation. The focus of our efforts and work has been, and will continue to be, on supporting faculty and students through this transition.

The Planning and Budgeting Committee (PBC) met December 7, 2021. Topics included continued dialog about staffing positions. PBC recommended hiring a replacement position for full-time faculty in Nursing due to a pending vacancy. The budget and auditors findings were reviewed in preparation for review by the Board.

The only regular meeting to report on is the **Board of Trustees** (BOT) December meeting. The annual organizational topics were discussed and approved. The meeting schedule and officers were approved. The officers for 2022 are: President, Robert Jason Pinoli; Vice President, Marie Myers; and Clerk, Xochilt Martinez.

The annual audit report for fiscal year ending 2021 was presented and approved. External accountants from Cossolias/Wilson/Dominquez/Leavitt (CWDL) CPAs conducted the audit. The process is very comprehensive and takes about 7 months to complete. Their representative presented their findings indicating the overall report is "very good" and there are "no findings". The district is in full compliance with all state and federal fiscal regulation. Of significance is the ending balance reserve of 38.93%, higher than projected.

The BOT continued to review policies from Chapter 2; a number were approved as revised or deleted. An ad hoc committee of trustees is reviewing, making recommendations and sharing with the President's Policy Advisory Council (PPAC) for approval prior to full BOT consideration. The BOT were presented with a draft of the district's decennial redistricting map. Education Code 5019.5 requires trustee areas to be reviewed every ten years to ensure equal voter representation in each area based on 2021 census data. The intent is to have the voting population in each trustee area as close as possible. With the acquisition of College of the Redwoods (2011) Area 1 became larger, thus requiring a shift in the area boundaries. In general, Area 3 (Ukiah) will expand to incorporate Potter Valley and Area 6 will incorporate some of west Lake County.

Lastly, I want to highlight the tremendous work of faculty members Sara Bogner and Joe Munoz from the Physical Therapy Assistant Program. On December 2, the College received notification from the Commission on Accreditation in Physical Therapy Education (CAPTE) that the Physical Therapy Assistant Program has been granted accreditation for five years. This is due to their leadership, collaboration, attention to

detail and passion. With the support of Dennis Aseltyne, Dean of Career Education and a unique partnership with Shasta College, we now have a solid and robust program to serve our students and community. This has been a long time coming. The first cohort of students completed their courses in December. It was an honor to represent faculty at the first ceremony to celebrate this graduating class.

Respectfully Submitted,

Catherine Indermill

Academic Senate President